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Booz*Allen & Hamilton continued its programmatic and technical support to the Optoelectronics Program manager of ARPA/MTO

This report is organized by subtask areas in the statement of work, indicating for each subtask the Task Objectives, General Methodology, Technical Results, and Important Findings and Conclusions. The final section of this report presents a summary and conclusions, and the appendices present trip reports and special technical reports generated during this quarter of the contract.

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QUARTERLY TECHNICAL REPORT March 1 - May 31, 1993

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Optoelectronics SETA Contract Quarterly Technical Report March 1 - May 31, 1993

1. Introduction

Booz•Allen & Hamilton Inc. provides SETA support to the Optoelectronics Program of ARPA's Microelectronics Technology Office (MTO) under contract MDA972-92-C-0040. This technical report summarizes the support provided for the period March 1 - May 31, 1993.

This report is organized by subtask areas covered in the Statement of Work, indicating for each subtask Task Objectives, General Methodology, Technical Results, Important Findings and Conclusions.

2. Task 3.1: Engineering and Technical Support Services

2.1. Subtask 3.1.1: Technical Studies and Assessments

Task Objectives: The objective is to provide the expertise for the translation of operational requirements into optical development tasks. In addition, developments in government and private sector optoelectronics programs are to be tracked and monitored. Specific tasking is subject to the COTR's direction.

Individual Tasking: General Methodology, Technical Results, Important Findings, and Conclusions. Booz•Allen continues to regularly survey and review optoelectronics industry periodicals and technical journals to monitor new and ongoing developments in the government and industry.

2.2 Subtask 3.1.2: Technical Documentation

Task Objectives: The objective of this subtask is to provide technical expertise to translate optoelectronics performance benefits into operational benefits. This requires performing systems analyses and providing background information on technical and programmatic aspects of a wide variety of operational and developmental military systems.

Individual Taskings: General Methodology, Technical Results, and Important Findings and Conclusions. Support this quarter focused on ARPA's BAA #93-17. Twenty-five preproposals were collected, copied, and forwarded to 11 evaluators. Booz-Allen established a database to track these pre-proposals. Following an evaluation meeting, set up by Booz-Allen, score sheets and evaluator comments were collected and compiled into summary sheets. In addition, pre-proposal submitters were notified of their selection or rejection.

3. Task 3.2: Management and Administrative Support Services

3.1 Subtask 3.2.1: Program Planning a rol

Task Objectives: The objective is to provide the COTR with planning and control assistance.

Individual Taskings: General Methodology, Technical Kesults, and Important Findings and Conclusions. Booz•Allen provided programmatic support to the COTR on the FY93 funding incrementals effort. Using the results from the Booz•Allen-distributed Contract Status and Funding Questionnaire, Booz•Allen has assisted the COTR in the generation of the incremental paperwork for all of the COTR's contracts.

3.2 Subtask 3.2.2: Facilities and Logistics Support

Task Objectives: The objective is to provide meeting and conference support as required.

Individual Taskings: General Methodology, Technical Results, and Important Findings and Conclusions. Booz•Allen, in support of ARPA BAA #93-17, held an evaluation meeting in the offices of Booz·Allen on 28 April. Booz·Allen oversaw all the necessary details for the meeting. This included arrangement for catering, meeting space, and audiovisual equipment.

Additionally, Booz-Allen hosted two one-day workshops for the Optics Program part of the Technology Reinvestment Proposal (TRP). In this effort, Booz-Allen formulated an agenda, reserved meeting space in Booz-Allen's offices in Crystal City on 6 and 7 May, and faxed invitations to the 40 participants. Following the meetings, proceeding books were compiled and distributed.

3.3 Subtask 3.2.3: Documentation Management and Control

Task Objectives: The objective is to manage, direct, and coordinate program documentation activities.

Individual Taskings: General Methodology, Technical Results, and Important Findings and Conclusions. Booz•Allen continues to inventory the COTR's current and archived files for retention and disposal as required. Retained files are catalogued and stored in our developing comprehensive filing system for the COTR's optoelectronics contract data and correspondence.

3.4 Subtask 3.2.4: Administrative Program Support

Task Objectives: The objective of this subtask is to provide administrative program support for the COTR.

Individual Taskings: General Methodology, Technical Results, and Important Findings and Conclusions. Booz•Allen supported ARPA's BAA#93-17. This support will continue into the next quarter.

3.5 Subtask 3.2.5: Transition Plan/Scheduling/Phasing

Task Objectives: The objective of this subtask is to provide a detailed Transition Plan outlining the strategy and methodology for transitioning the program support services performed under this contract to a follow-on contractor.

Individual Taskings: General Methodology, Technical Results, and Important Findings and Conclusions. The general methodology used to accomplish all taskings was designed to ensure complete documentation of activities and the development of stand-alone, easily transferable deliverables. The objective in doing this is threefold: first, it provides MTO with complete records and thereby enhances the ability of MTO staff to manage programs effectively; second, it causes the development of products and services that can be completely transferred to MTO staff for direct use; and third, it ensures that transitioning to a follow-on effort will be orderly and efficient.

4. Conclusions

During this quarter of scientific, engineering, and technical assistance support to the COTR, the majority of Booz•Allen's efforts were in the planning, coordination, and tracking of ARPA BAA#93-17.